Attainment's

GoTalk® NOW

User's Guide

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Quick Start

The first time you open GoTalk NOW, you'll see the Home screen with seven options:

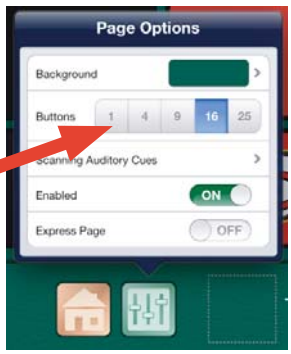
- Press **GoTalk NOW** to open Now Broadcasting, which allows you to share Communication Books via WiFi.
- Press **Player** to open a Communication Book. The Book will be empty until you create Communication Pages.
  - ➡ **Note:** To exit the Player, place three fingers at the top of the screen and **swipe downwards** in a single motion, or press and hold the Home button for 8 seconds without moving your finger (8 seconds is longer than it seems).

Home screen

- Press **Page Editor** to create or edit Communication Pages.
- Press **Settings** to choose setting options.
- Press **Store** to make In-App purchases.
- Press **Help** to open the User Guide.
- Press the Communication Book title at the bottom of the screen to open the Communication Books tab.

Now you're ready to turn your iPad into a communication tool. Follow these steps to create Communication Pages to be used in the Player.

1. Press the **Page Editor** button on the Home screen.
2. Press the **Page Options** button to open the Page Options tab.
3. Select and press the number of buttons desired for the Communication Page. Each button functions as a Communication Location in the Player.

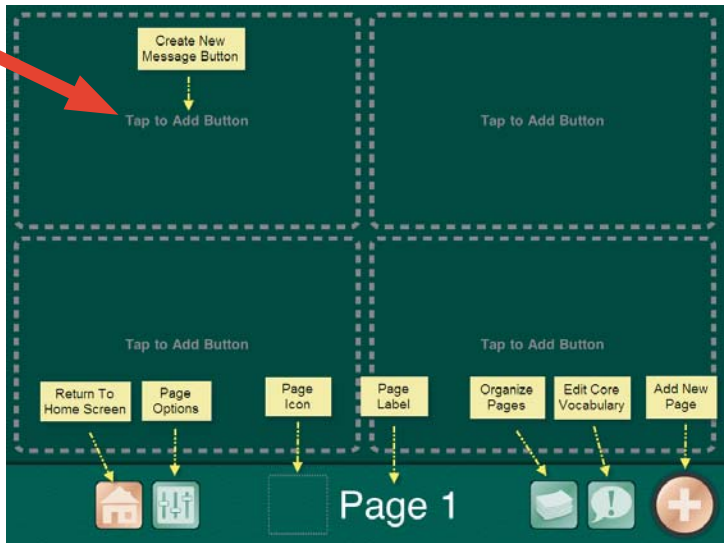


4. **Enabled** determines whether the Communication Page is viewed in the Player. When turned off, the Communication Page will NOT appear in the Player.
5. **Express Page** determines whether the Communication Page is in Standard or Express style. A Communication Book may contain both styles. In Standard style, a Communication Location's action occurs when the Location button is pressed. In Express style, a Communication Location with Recorded or Text-to-Speech messages builds its action in a message bar at the top of the Communication Page. Multiple messages can be sent to the message bar. Press anywhere in

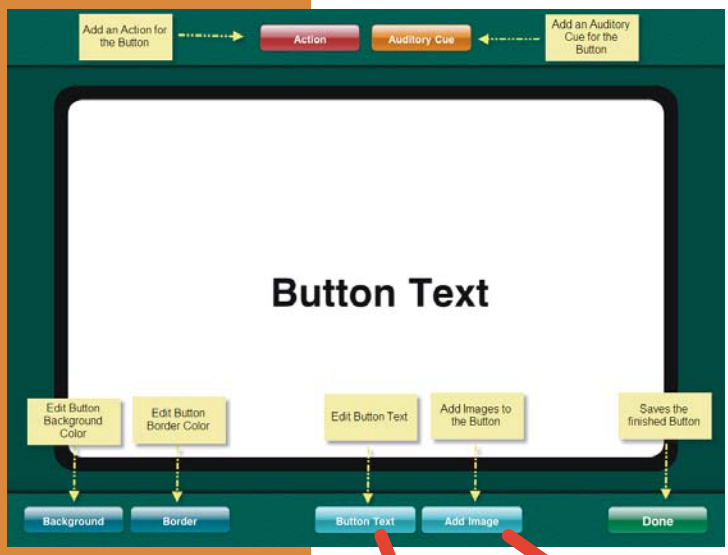
Quick Start

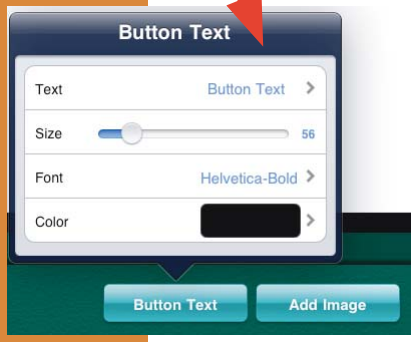
the message bar to play the messages in sequence. The Express style helps you compose unique messages, but the composition process may be difficult for some users to master.

6. Select and press a Location button to get started on a Communication Location.



7. To edit the appearance of the Location button, press the **Background, Border, Button Text,** and **Add Image** bars on the bottom of the screen and make your selections. To exit a tab, press anywhere else on the screen. To save your settings, press **Done.**

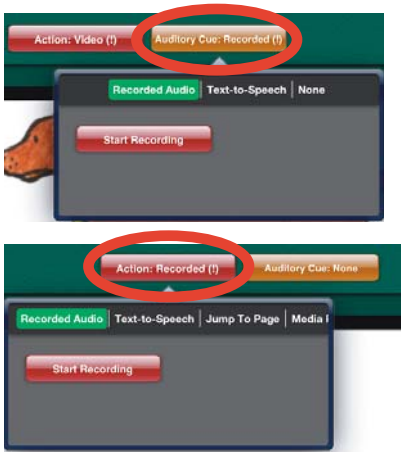




- **Background**: Choose a swatch or pick your own color.
- **Border**: Choose a swatch or pick your own color.
- **Button Text:** Add text and change its size, font, and color. After exiting the **Text** tab, drag the text with your fingers to move it. Pinch or stretch the text to size it.
- Select an image from GoTalk Image Library, Internet Search, From Camera, or From Photo Library. GoTalk NOW accommodates multiple images per Communication Location. Use your fingers to move or size the image(s). Press and hold or double tap the image to open the **Edit Image** tab. Choose Delete Image, Reset Position, or Crop.

GoTalk NOW Quick Start

8. Press the orange **Auditory Cue** bar at the top of the screen to open the Auditory Cue tab. Select and press Recorded Audio or Text-to-Speech. If using an auditory cue, make sure auditory cues are turned on in Settings. An auditory cue is a brief preliminary message that prompts you on the content of the underlying action. For example, in the Player, press a Communication Location with an auditory cue and the border turns green while the auditory cue plays. Press again, and the border turns red while the action activates.



9. Press the red **Action** bar to open the Action tab. Select and press the desired action: Recorded Audio, Text-to-Speech, Jump to Page, Media Player, or Video.

   ➡ **Note:** The Text-to-Speech option functions only after purchasing a voice.

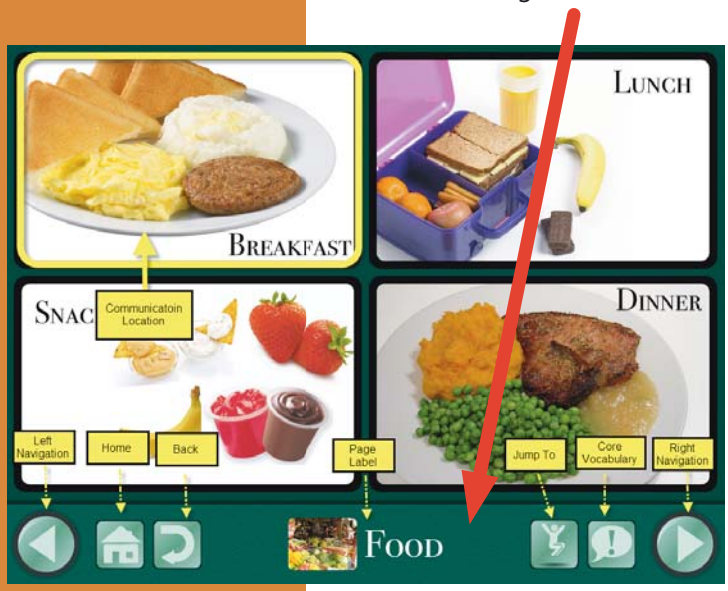
10. Press the gold **After Action** bar to open the After Action tab. Select and press Do Nothing, Go to Next Page, Go Back, or Jump to Specific Page.

11. When you're finished with your Communication Location, press **Done** at the bottom of the page to save your changes and return to the Communication Page.

12. After you've created at least one Communication Page, you can activate the Player. Exit Page Editor (see left). Then touch a Communication Location button to play the auditory cue (optional) and activate the action: speak a message, jump to another page, play a video, or play music.

13. The navigation bar is shown across the bottom of the Communication Page. Use the Settings tab on the Home screen to select which navigation buttons display.

➡ **Note: To exit Page Editor,** place three fingers at the bottom of the screen and **swipe upwards** in a single motion, or press the Home button.



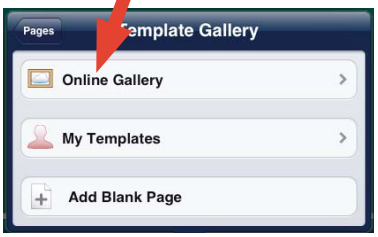
- **Left and Right Navigation Buttons**: Left and right arrows flip through the pages in order.
- **Home Button**: Goes to the first Communication Page in a book.
- **Back Button**: Goes back to the most recent page.
- **Jump To Button**: Opens a list of all pages in a Communication Book.
- **Core Vocabulary Button**: Allows you to add up to four Recorded or Text-to-Speech messages that remain static throughout the Communication Book.

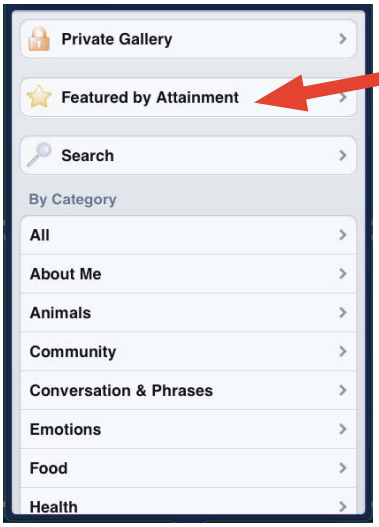
➡ **Note: To exit the Player**, place three fingers at the top of the screen and **swipe downwards** in a single motion, or press and hold the Home button for 8 seconds without moving your finger (8 seconds is longer than it seems).

Download Pre-Made Pages

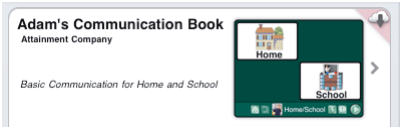
You can download GoTalk NOW interactive templates our Online Gallery for free. These pre-made Communication Pages are great way to get ideas on how to create your own personalized pages.

1. Press **Page Editor.**
2. Press **Pages** button.
3. Press **Plus.**
4. Press **Online Gallery.**





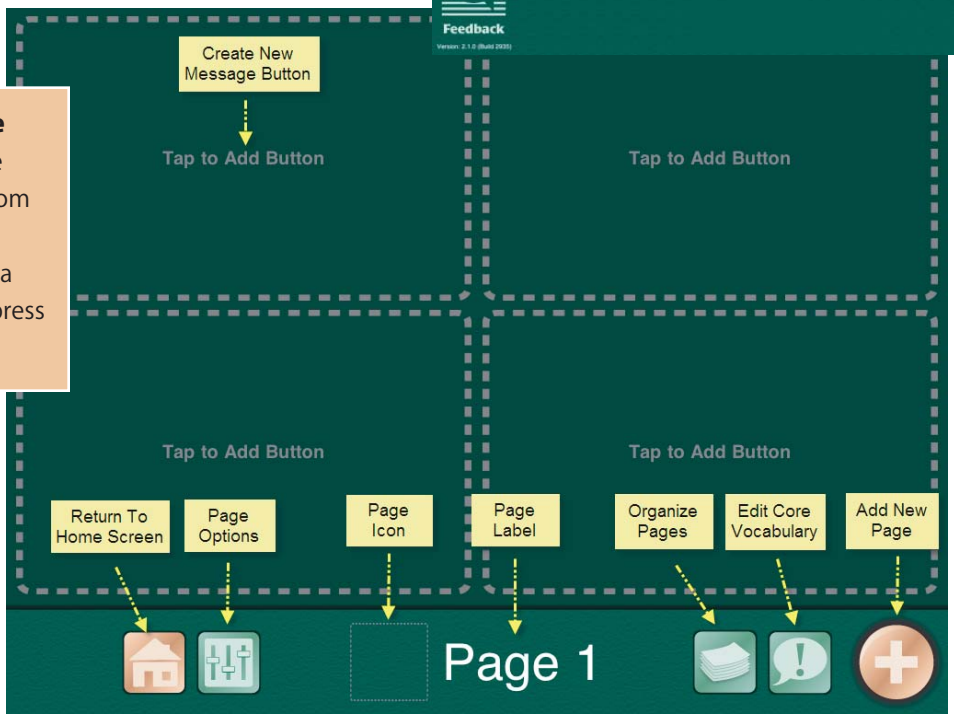
5. Select and press **Featured by Attainment** or another category.
6. Select and press a template to download.



7. Press **Download.**
8. Once the template is downloaded, press **Add to Communication Book.**

Page Editor

Press the **Page Editor** button on the Home screen to create a Communication Page.
You'll see eight buttons/icons:

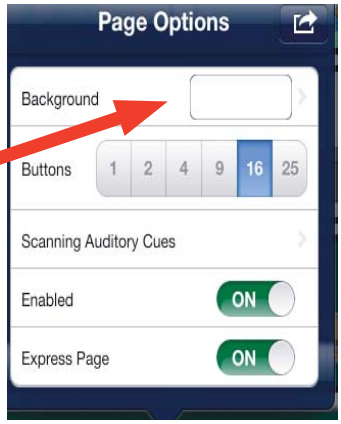


Note: To exit Page Editor, place three fingers at the bottom of the screen and **swipe upwards** in a single motion, or press the Home button.

- **Tap to Add Button**—Create a Communication Location.
- **Home Button**—Press to return to the Home screen.
- **Page Options**—Press to set up the overall layout of the Communication Page.
- **Page Icon**—Choose an image for your Communication Page.
- **Page Label**—Create a title for your Page.
- **Pages**—Open a list of all the Communication Pages in your Communication Book.
- **Core Vocabulary**—Add up to four Recorded or Text-to-Speech messages that remain static throughout the Communication Book.
- **Add New Page**—Open the Template Gallery where you can choose a template or add a blank page.

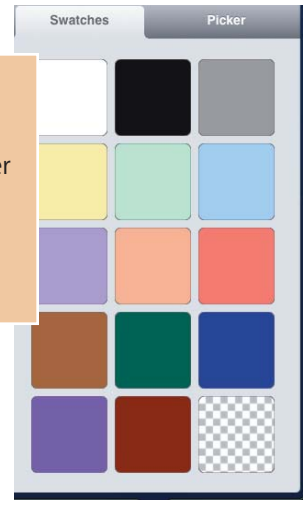
Page Options

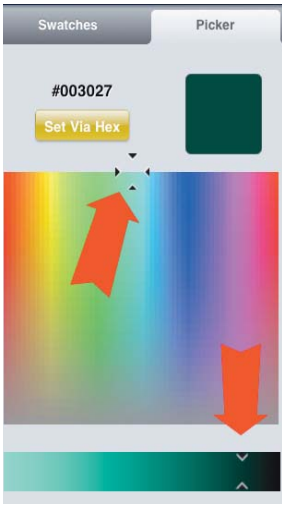
There are five settings in the **Page Options** tab:



1. **Background**—Choose from the preselected swatches or pick your own background color for a Communication Location.

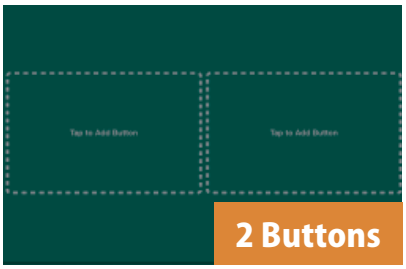
Select a color from the **Swatches** tab. Or, press and drag the target over a desiredcolor in the **Picker** tab.





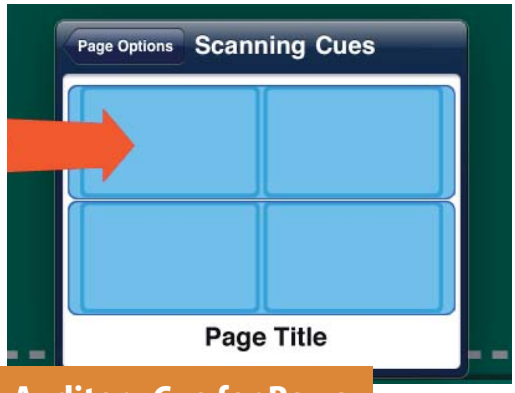
➡ **Note:** Press the **Page Options** button in the upper left hand corner to return to the Page Options tab.

2. **Buttons**—Select and press the number of Communication Location buttons for the Communication Page. Choose from five layouts: 1, 2, 4, 9, 16, or 20 buttons.

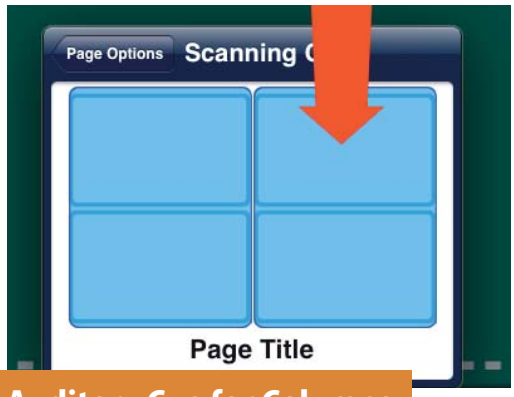


➡ **Note:** When a 1-button layout is selected, the **Auto Activate Button** appears. When turned on, the Communication Location button automatically activates when you open the Communication Page.

3. **Scanning Auditory Cues**—Assign cues for rows/columns if scanning with rows or columns is activated. You can add an auditory cue to each row or column.



Auditory Cue for Rows



Auditory Cue for Columns

- Select and press a row or column to create an auditory cue. A box will open with three options: **Recorded Audio, Text-to-Speech,** or **None.** Note: Auditory cues for rows and columns will play only if **Auto Scan** is turned on in Settings. To Record Audio, press **Start Recording,** talk, and press **Stop Recording** when finished.
- To use Text-to-Speech, a voice must be purchased for $0.99. Use the voice anywhere within GoTalk NOW. Type your message into the text bar and press Preview to hear it spoken.

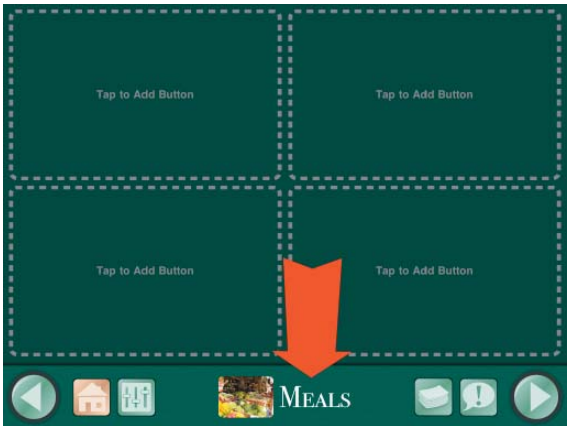
4. **Enabled**—Turn on to have the Communication Page appear in the Player. Turn off to hide a Communication Page in the Player. This option can be used for Pages created for holidays, or specific activities like dentist and doctor appointments.
5. **Express Page**—Turn on for the page to function in **Express style.**

Page Label

The Page Label appears at the bottom of the Communication Page. Label options include **Icon, Auditory Cue,** and **Set Font.** This label also identifies the Page in the Jump To Menu.

By default, each Communication Page has a text label reflecting the order in which it was created. For example, the 9th page in a Communication Book is labeled Page 9. Press the **Page Label** to edit the text and add an icon.

Default Page Label



Edited Page Label

Page Title

The Page Title is the name given to the Communication Page. It appears at the bottom of page and in the Jump To menu. Type into the text bar to change the Page Title. Then, press **Set Font** to choose the size and specific font for your title.

Page Icon

Press the Icon button to select an icon from four options: GoTalk Image Library, Internet Search, Take Photo, or From Photo Library.

1. Press **GoTalk Image Library** to choose from over 4,000 images. Enter a keyword in the search bar to narrow your selection.

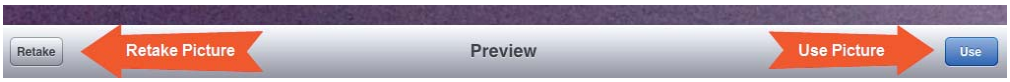
2. Press **Internet Search** to open Bing images. Type a keyword into the search bar, review the images displayed, and press an image to add it to the Page Label.

➡ **Note:** An Internet connection is required.

3. Take a photo with the iPad's built-in camera. Press **Take Photo** to open the camera. Take a picture by touching the camera icon at the bottom of the screen.

➡ **Note:** The iPad 1 has no camera.

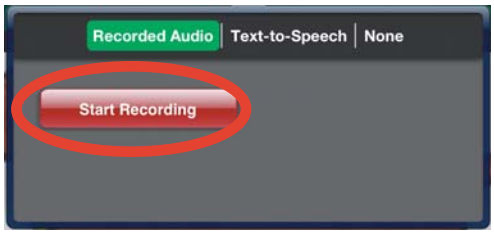
After previewing the photo, press **Retake** or **Use.** Your image will go directly to the Page Label and will NOT be saved in your iPad photos.



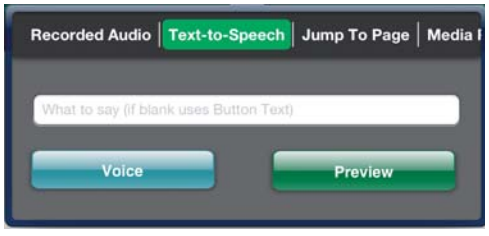
4. Press **From Photo Library** to select a photo saved on the iPad.

Page Auditory Cue

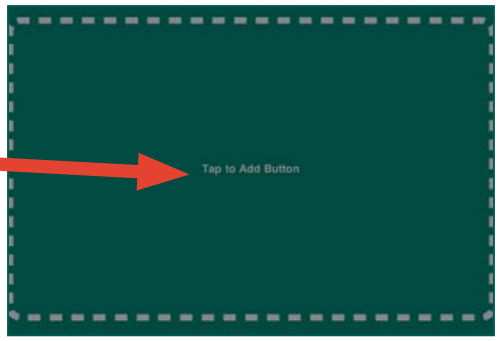
To Record Audio, press **Start Recording,** talk, and press **Stop Recording** when finished.



To use Text-to-Speech, a voice must be purchased for $0.99. Use the voice anywhere within GoTalk NOW. Type into the text bar to create a message and press Preview to hear it spoken.



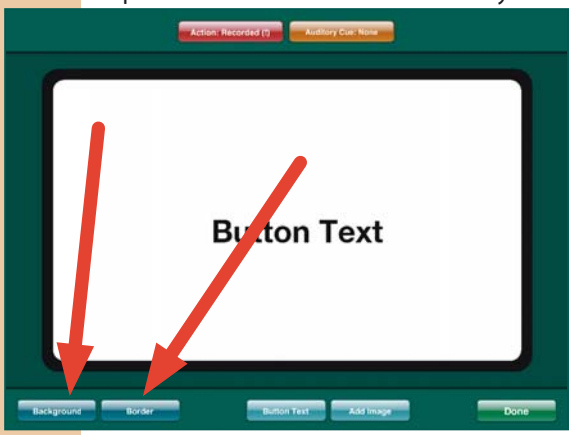
➡ **Note:** Once you have purchased a voice, you can use it anywhere within GoTalk NOW.



Press **Tap to Add Button** to create a Communication Location.

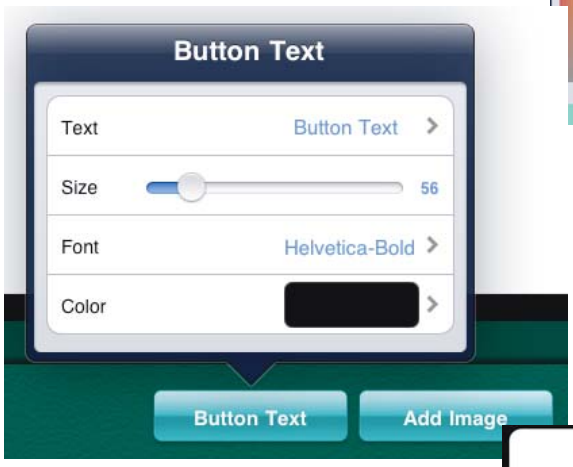
Background/Border Color

Select and press **Background** or **Border** to change the respective color. There are two ways to change color.



Select a color from the **Swatches** tab.

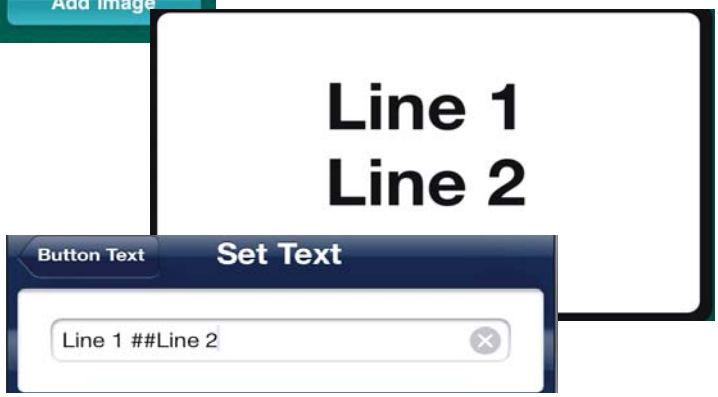
Or press and drag the target over a desired color in the **Picker** tab.



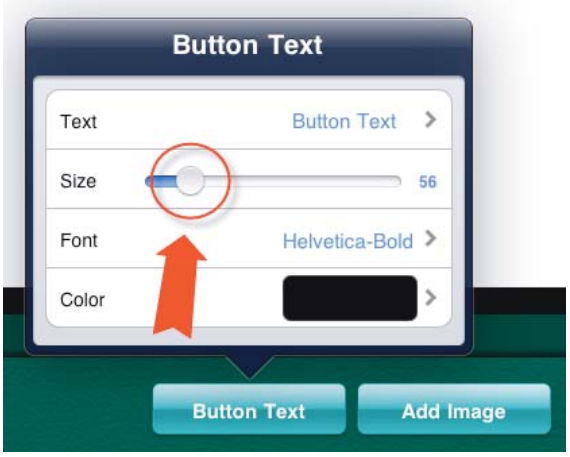
Button Text

Press **Button Text** or double tap the current text to open the Button Text tab. Four options appear: Text, Size, Font, and Color.

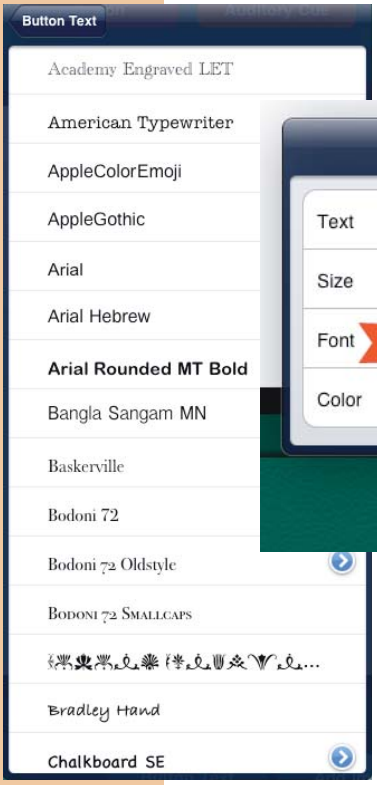
Note : Button text can wrap around to be on multiple lines. To force a line break type ##.

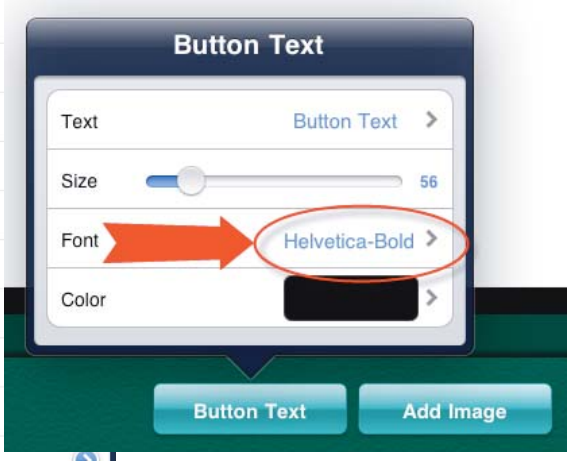


Press **Text** to add a word or phrase to the Communication Location. Press **Done** on the keyboard or **Button Text** to return to the tab.



Adjust the text **Size** with the slider or by using your fingers to pinch or spread the text.





To change the font, press **Font,** make a new selection, and press **Button Text** to return to the tab.

Press **Color** to change the text color. There are two ways to choose a color. Select a color from the **Swatches** tab.

Or press and drag the target over a desired color in the Picker tab.

Add Image

Select an icon from one of four options: GoTalk Image Library, Internet Search, Take Photo, or From Photo Library.

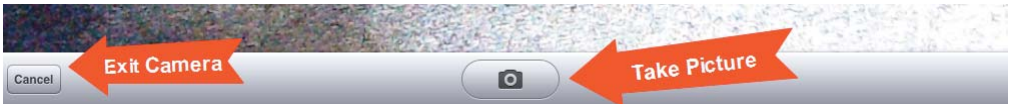
1. Press **GoTalk Image Library** to choose from over 4,000 images. Enter a keyword in the search bar to narrow your selection.

2. Press **Internet Search** to open Bing images. Type a keyword into the search bar, review the images displayed, and press an image to add it to the Communication Location.

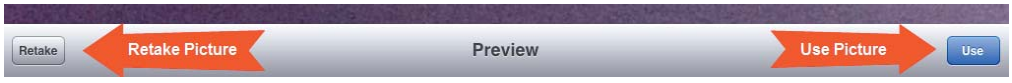
➡ **Note:** An Internet connection is required.

3. Take a photo with the iPad's built-in camera. Press **Take Photo** to open the camera. Take a picture by touching camera icon at the bottom of the screen.

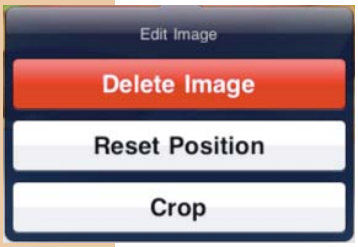
➡ **Note:** The iPad 1 has no camera.



After previewing the photo, press **Retake** or **Use.** Your image will go directly to Page Communication Location button and will NOT be saved in your iPad photos.



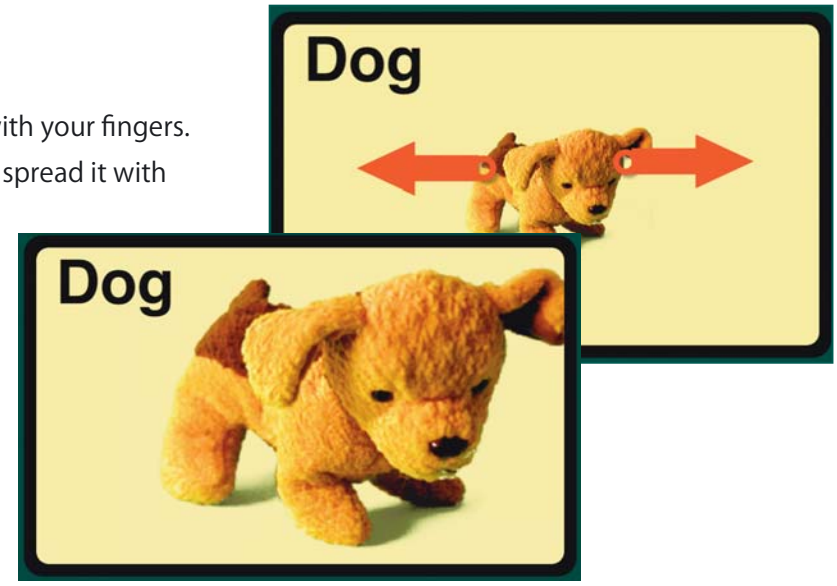
4. Press **From Photo Library** to select a photo saved on the iPad.



Editing an Image

Press and hold or double tap anywhere on an image to delete it, reset it to its original position, or crop it.

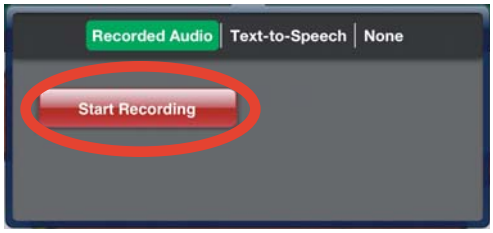
To move an image, drag it with your fingers. To resize an image, pinch or spread it with your fingers.



To rotate an image, place two fingers on opposite sides of the image and twist.

Auditory Cue

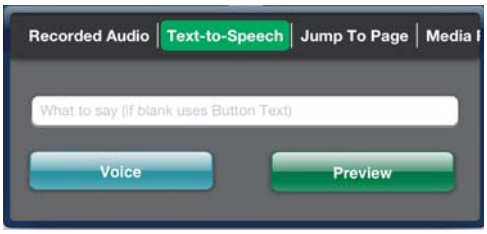
Press the orange Auditory Cue bar to open the Auditory Cue tab with **Recorded Audio** or **Text-to-Speech** options.



To Record Audio, press **Start Recording,** talk, and press **Stop Recording** when finished.

To use Text-to-Speech, a voice must be purchased for $0.99 (New Acapela voices, include 2 new childrens voices are $11.99). Type into the text bar to create a message and press **Preview** to hear it spoken.

➡ **Note:** Once you have purchased a voice, you can use it anywhere within GoTalk NOW.

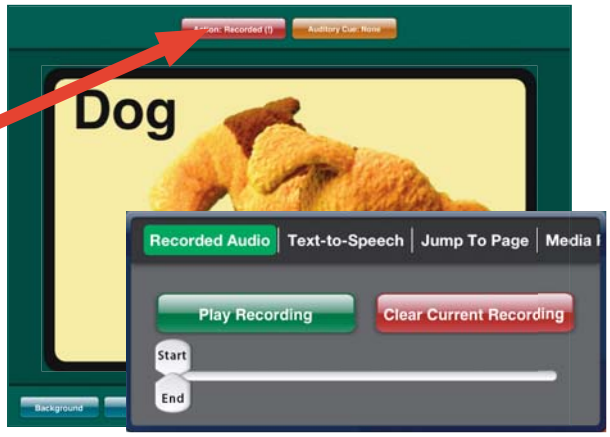


There are four ways to use Auditory Cues:

1. **Scanning:** An auditory cue provides a spoken prompt to each Communication Location during scanning. This is called "auditory scanning."
2. **Introduction to new vocabulary:** Some words and concepts are difficult to illustrate, e.g., "please" and "want." An auditory cue can help the user comprehend a new or hard-to-understand icon.
3. **Visual impairment:** An auditory cue helps a communicator who is blind or visually impaired to navigate through the Communication Book.
4. **Preliminary message:** If the auditory cue says "Hello Jacob, how are you today?" and Jacob answers "Good, Noah, and yourself?" then Noah can press the same Communication Location to say "I am doing very well, thank you."

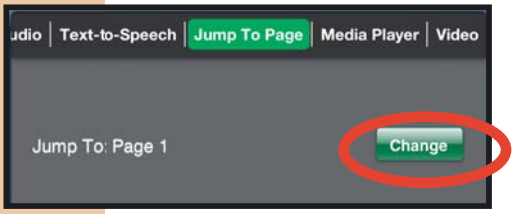
Action

Press the red Action bar at the top of the screen, and select **Recorded Audio, Text-to-Speech, Jump to Page, Media Player,** or **Video.** Note: The Text-to-Speech option functions only after purchasing a voice. To Record Audio, press **Start Recording,** talk, and press **Stop Recording** when finished.

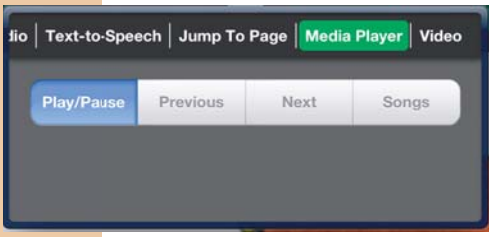


To use Text-to-Speech, a voice must be purchased for $0.99 (New children voices are $11.99). Use the voice anywhere within GoTalk NOW. Type into the text bar to create a message and press **Preview** to hear it spoken.

➡ **Note:** Once you have purchased a voice, you can use it anywhere within GoTalk NOW.



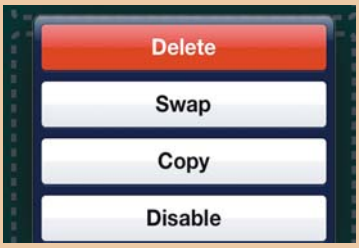
Jump To Page will link the Communication Location button to a specific page. Press **Change** to select the page the Communication Location jumps to.



Media Player plays a selected song. Press Songs to choose one that's already on your iPad.

Video will play a selected video. Press **Set** to choose a video that's already installed on your iPad. Find videos in your camera roll.

Note: Once you've created a Communication Location, it can be deleted, swapped, or copied. You can also Disable a button. Press and hold the Location until this tab appears.



To remove the Location, press **Delete.**

To swap, press **Swap,** choose another Location on the Page, and tap on it.

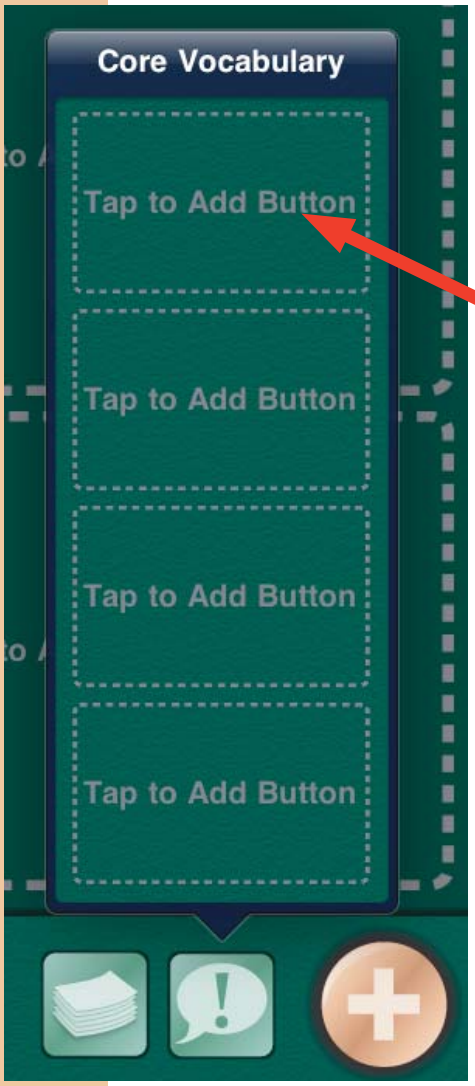
To copy a Location to another Communication Page, press **Copy,** flip through your Pages until you find the Location you want to use, then tap on it. Your Location will copy to this spot.

If a Communication Location is Disabled, it will not appear in the Player mode.

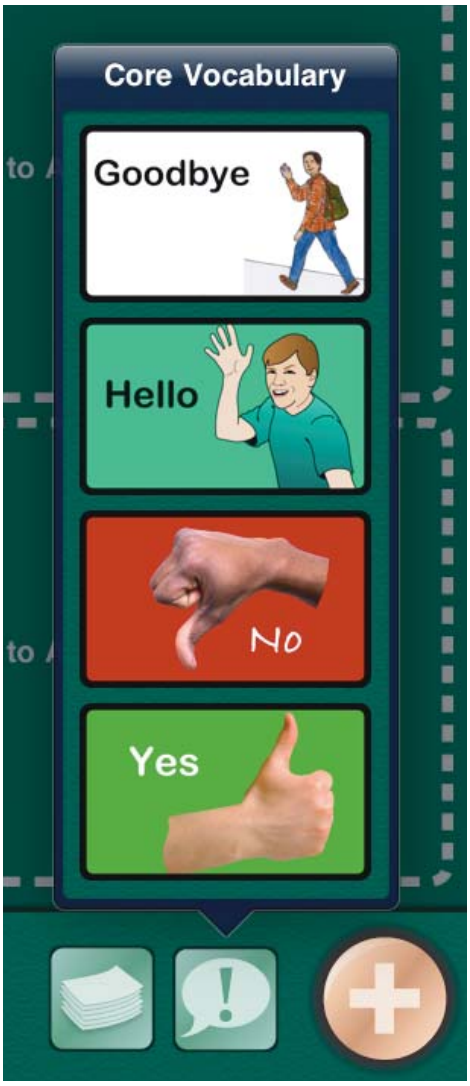
Swapping and copying Locations moves all images, text, and actions with the Location.

Core Vocabulary

The Core Vocabulary button allows you to add up to four Recorded or Text-to-Speech messages **that remain static throughout the Communication Book.**

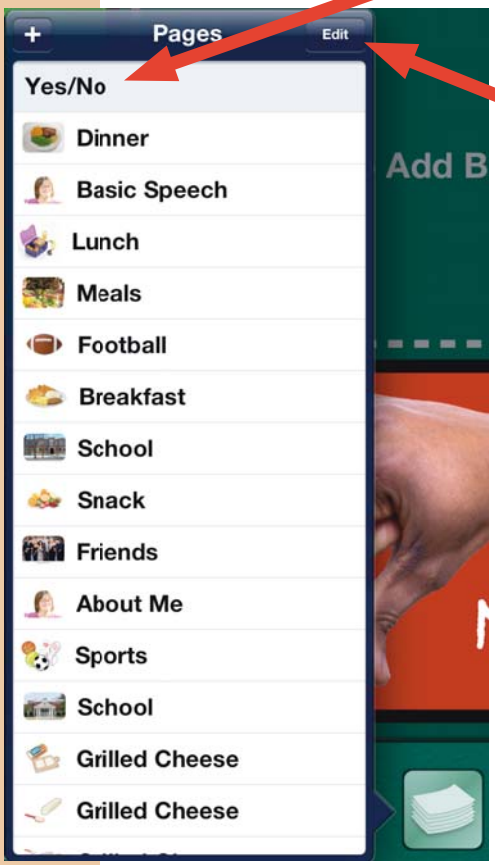


Press **Tap to Add Button** and follow the same steps as in Making a Communication Location, pgs. 12–17.



Jump To Menu

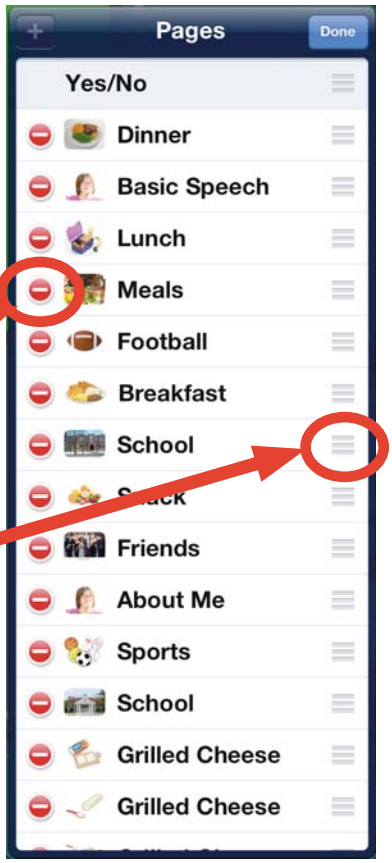
The Jump To Menu makes navigating from page to page as easy as possible. The Pages button opens a list of all Communication Pages in a Communication Book. Select and press a **Page Label** to go to that page.



To change the order of the pages or delete a page, press **Edit** in the upper right hand corner. A small red circle will appear to the left of each page.

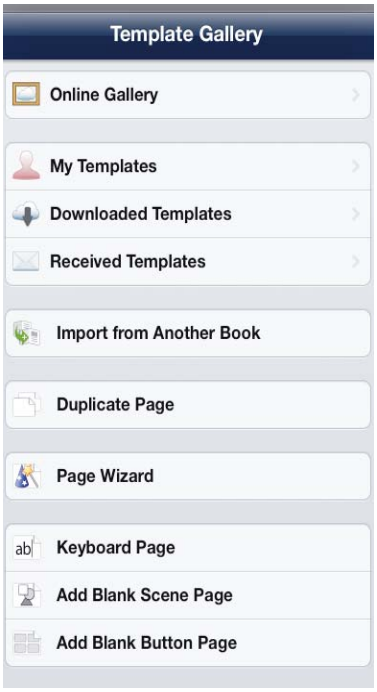
Press the circle to delete a page.

To rearrange the order of the pages, press and hold the grabber image to the right of the Page Label and move it to the desired location.



Adding a New Page

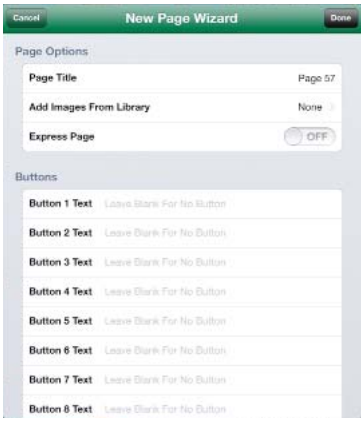
- Press the plus (+) to open the Template Gallery/ New Page tab
- Import from Another Book to pull in a page that was preivously created in another Communication Book.
- Duplicate Page to create a copy of a Communication Page you already have in this Book.
- Selec Page Wizard to quickly create a button page (see below for instuctions)
- Select from a Blank Scene Page, Blank Button Page to start from scratch



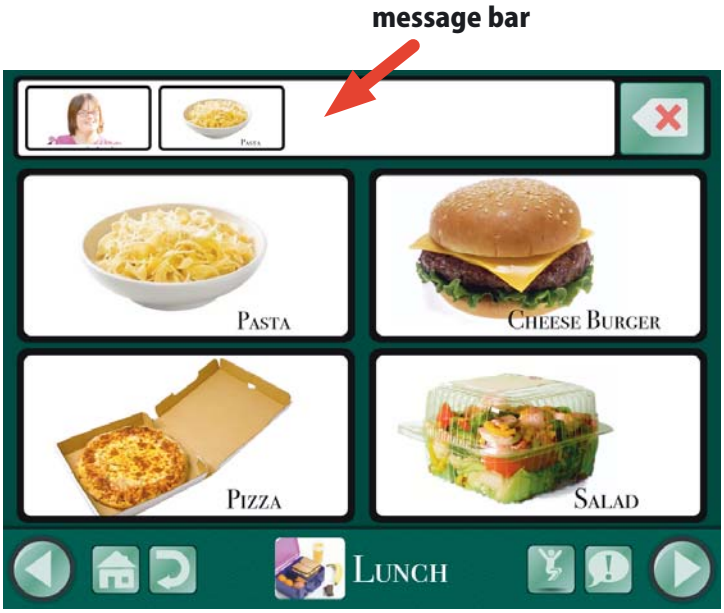
Page Wizard

Page Wizard is a GoTalk NOW utility that makes it easy to set up Button Text on a Communication Page.

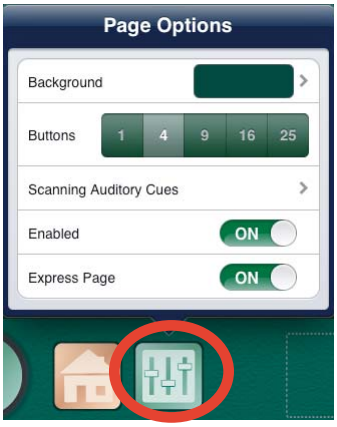
1. Select **Page Wizard** from the Template Gallery/Add Page tab.
2. Create your Page Title by pressing **Page Title**. Type in the new Page Title.
3. Add Images From Library: select an image library to automatically add images to the button.
4. Choose whether the new page will be a Standard Communication Page or an Express Page.
5. Type in the Button Text for all the buttons you want on the new page.
   - Any button left blank will remain unused when the page is created.
   - If text is placed on a Button beyond Button 4 (e.g., Button 5, 6, 7), the page will be created with a 9-button layout. If Text is placed on a Button beyond Button 9, a 16-button layout will be created.
6. Once the desired Button Text is filled in, press **Done** to create your new page.



Express Communication Page



This feature lets you link multiple Communication Locations to play sequentially when the message bar is pressed.
This message bar, with the same messages you've chosen, will then appear at the top of any Communication Page that has Express Page style selected. It can be played, replayed, or changed from the Player at any time.



1. In Page Editor, use the **Page Options** tab to set your selected Communication Pages to Express Page style.
   - When Express Page is turned off, the action of a Communication Location plays when pressed.
   - When Express Page is enabled, a Communication Location with Recorded or Text-to-Speech messages builds its action in the message bar at the top of the Communication Page.
2. Activate the Player and select a Communication Page for your Express message.
3. Press a Communication Location button to add it to the message bar (if using auditory cues, you must press the button twice). Multiple messages sent to the message bar build in the order selected and are saved there while you navigate from page to page.

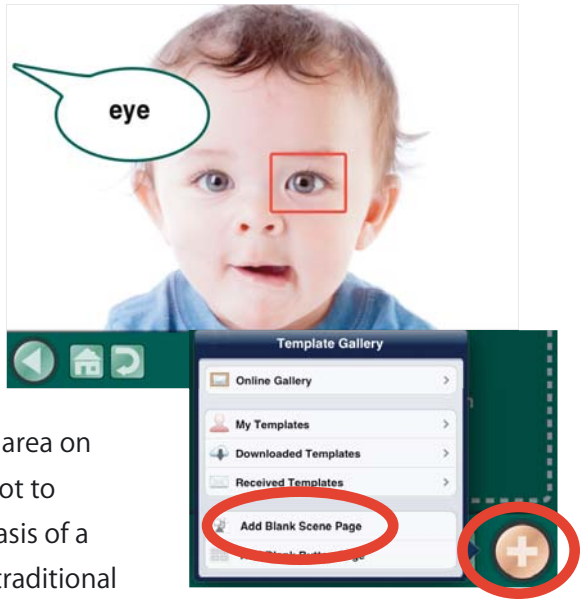
- Only buttons with an action of Recorded Audio or Text-to-Speech can be used for an Express Page; other messages without those actions can't be selected.
- Press the delete button once to remove the last message. Press and hold the delete button to clear all messages.
- If scanning is turned on, you'll see two delete buttons. The top button will clear the last message, and the bottom one will clear all messages.

4. Press anywhere in the message bar to play the messages in sequence. As messages play, they highlight in green. **Recorded Audio** highlights messages individually while **Text-to-Speech** highlights messages as a group.

   - The message bar clears after it's played, and the replay button appears on the right. The message is held in memory until the message bar is changed or messages deleted.

   - To replay the message, press the replay button.
   - This same message bar appears at the top of any Communication Page that has Express Page style selected, and can be played, replayed, or changed from each page.
   - Swap Pages between Express and Standard styles within the same Communication Book by changing them in the **Page Options** tab.
   - To create a linking button that also sends a message to the message bar, set the action as **Recorded Audio** or **Text-to-Speech** and set the After Actions as **Jump to Specific Page.**

Scene Communication Page

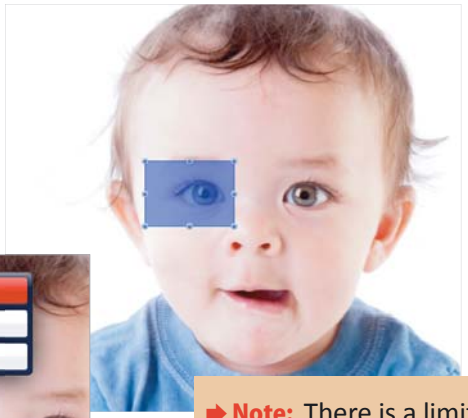


A **Scene Communication Page** (a.k.a. Visual Scene Display) is a photo or similar image with invisible Communication Locations or hotspots. Place a hotspot over a meaningful area on the photo, like a classmate's face. Press a hotspot to play an action. Using a familiar picture as the basis of a Communication Page, as compared to a more traditional rectangular grid layout, can be less confusing for the communicator, making it easier to locate a communication choice.

1. Press the gold **plus (+)** button, located far right in the Navigation Bar.
2. Choose **Add Blank Scene Page**.
3. Press the **image icon** located above the gold plus to select the scene image.
4. Press the **image icon** again and the **Lock Image** selection to prevent the image from being inadvertently moved when placing a hotspot.

➡ **Note:** Only one image can be used.

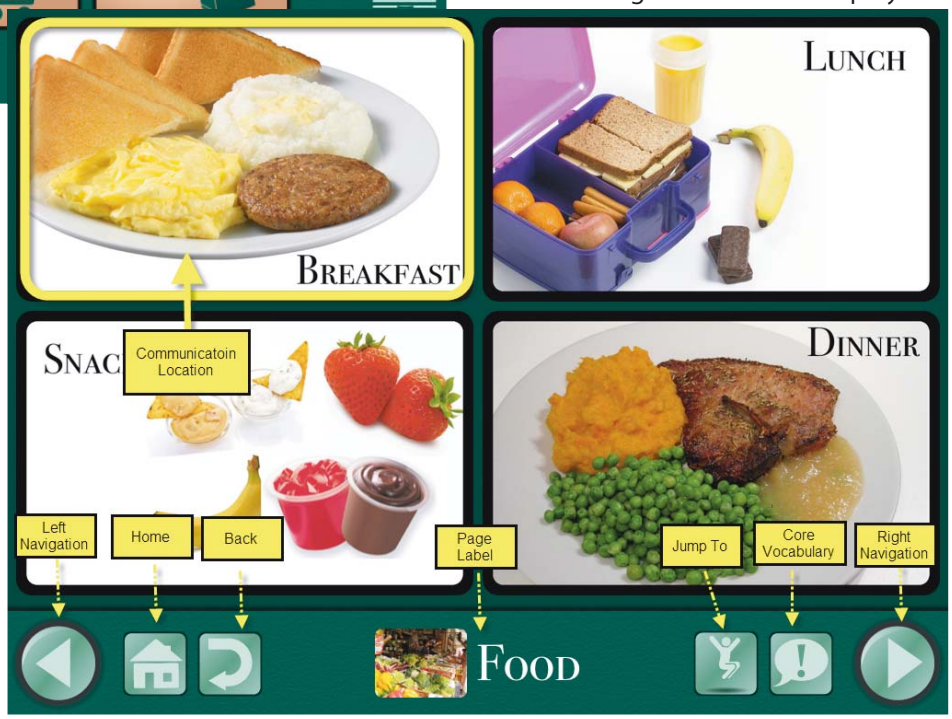
5. Press the **add hotspot** button to add a hotspot.
6. Find a location within the scene where you want to place the hotspot, then drag the hotspot to the desired location and size it accordingly.
7. Press the hotspot and add an action. (See pgs. 15–16 for setting actions and auditory cues.)
8. To add additional hotspots to the scene, press the **add hotspot** button.



➡ **Note:** There is a limit of 25 hotspots per page.

Player

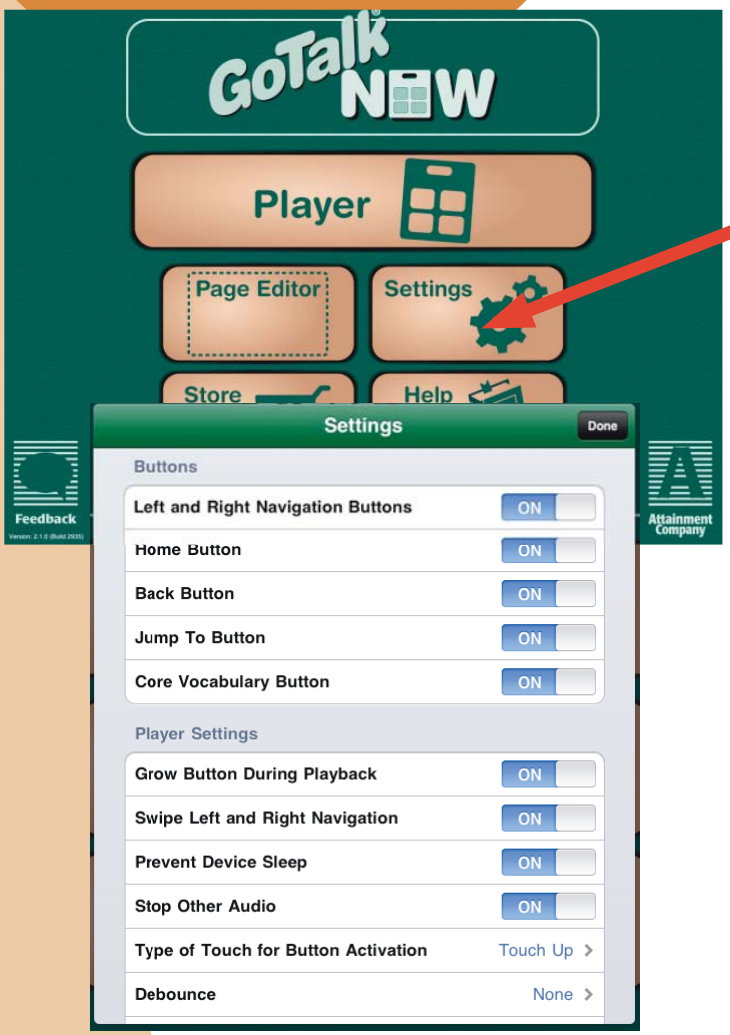
After you've created at least one Communication Page, you can activate the **Player.** Touch a Communication Location button to play the auditory cue (optional) and activate the action: speak a message, jump to another page, play a video, or play music. The navigation bar is shown across the bottom of the Communication Page. Use the Settings tab on the Home screen to select which navigation buttons display.



- **Left and Right Navigation Buttons:** Left and right arrows flip through the pages in order.
- **Home Button:** Goes to the first Communication Page in a book.
- **Back Button:** Goes back to the most recent page.
- **Jump To Button:** Opens a list of all pages in a Communication Book.
- **Core Vocabulary Button:** Allows you to add up to four Recorded or Text-to-Speech messages that remain static throughout the Communication Book.

➔ **Note: To exit the Player**, place three fingers at the top of the screen and **swipe downwards** in a single motion, or press and hold the Home button for 8 seconds without moving your finger (8 seconds is longer than it seems).

Settings



Press **Settings** to adjust the way the Player is viewed and how it operates. The following features can be customized:

- Buttons
- Player Settings
- Scanning
- Editor Settings
- Express Page settings
- VoiceOver
- Video Buttons
- Administrative
- Experimental Features

Scroll up and down the Settings tab to select options for each feature. When finished, press Done to return to the Home screen.

Buttons

Select which buttons you want to appear in the Player.

- **Left and Right Navigation Buttons:** Left and right arrows flip through the pages in order.
- **Home Button:** Goes to the first Communication Page in a book.
- **Back Button:** Goes back to the most recent page.
- **Jump To Button:** Opens a list of all pages in a Communication Book.
- **Core Vocabulary Button:** Allows you to add up to four Recorded or Text-to-Speech messages that remain static throughout the Communication Book.

Player Settings

- **Grow Button During Playback:** When you press a Location Communication button, it grows slightly larger than the others to give a brief visual cue.
- **Swipe Left and Right Navigation:** You can navigate from page to page without using the right/left arrows. Swipe a single finger across the screen, either right or left, to flip through the pages in order.
- **Prevent Device Sleep:** The iPad will stay on at all times while in the GoTalk NOW app.

- **Stop Other Audio:**
  This setting prevents music or other audio from interfering with GoTalk NOW.

➡ **Note:** **Stop Other Audio** should be turned off only when: (1) auditory cues are added to a Communication Location with a media player action like Next or Play/Pause, or (2) you want to listen to music or other audio continuously while in GoTalk NOW.

- **Type of Touch for Button Activation:**
  Touch Up: Buttons are activated when the finger lifts up from the screen.
  Touch Down: Buttons are activated as soon as the finger touches the screen.
- **Debounce:** This setting prevents accidental activation of buttons if you inadvertently tap the same button multiple times in a short duration.
- **Auditory Cues:** An auditory cue is a brief Recorded or Text-to-Speech message to prompt you on the content of the underlying action. For example, "Hello" is the auditory cue, and "Hello, my name is Elena, how are you today?" is the message.
  Regular Volume plays both the auditory cue and the message at the same volume.
  Lower Volume plays the auditory cue at a lower volume than the message.
  Pan plays the auditory cue out of the right speaker and the message out of the left.

➡ **Note:** **Pan** provides a method (with the use of additional hardware) for the auditory cue to play through headphones and the message to play through a speaker. This way, auditory cues are heard only by the user.

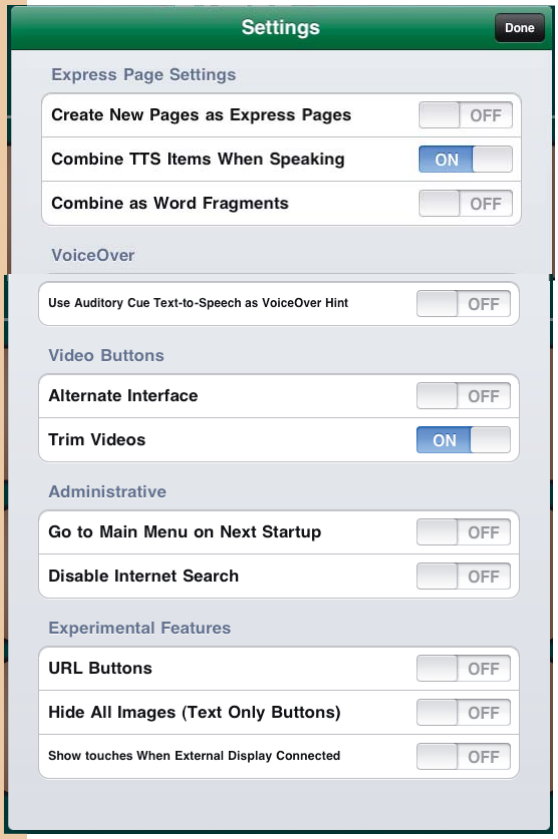
- **Skip Empty Auditory Cues:**
  This setting is relevant only if the Auditory Cues setting directly above is ON. Skip Empty Auditory Cues should be OFF when using scanning.
- **Auditory Cues for Navigation/Interface:** The buttons on the navigation bar will play a brief auditory cue the first time you select them, giving a clue on the action of the selected button. Touch the same button a second time for that action to be performed.

- **Set Navigation/Interface Auditory Cue:** Each navigation button in the app has a default auditory cue. For each button you can select Recorded Audio, Text-To-Speech, or Default.
- **Passcode Required to Exit Player:** This feature prevents you from accidentally leaving the Player. A four-number passcode is required when trying to exit the Player.
- **Set Passcode:** You can change the Passcode to any four-number combination.

Scanning

Scanning can be used in the GoTalk NOW Player. Set the options for scanning in the Scanning section of Settings.

- **Scanning Device Type:**
  - ➡ Attainment Switch app (operating on another iOS device, iPod touch, iPhone, or another iPad)
  - ➡ RJ Cooper's Bluetooth Switch interface
  - ➡ Use Screen as Switch
- **Auto Scan:** When Auto Scan is turned on, the Attainment Switch will act as a single switch. The highlighted section will automatically move from button to button (for rows/columns, see **Grouping**, below). When the desired button is highlighted, striking the switch will active that button. When Auto Scan is turned off, the Attainment Switch turns into a double switch and uses step scanning. The left hand switch will move the highlighted selection from button to button (for rows/columns, see **Grouping**, below), and the right hand switch will activate the button.
- **Auto Scan Speed:** Select the amount of time the scan highlight stays on a button in single switch scanning.
- **Grouping:** Scanning will highlight an entire row/column at the same time. Once a row/column is selected, scanning will then highlight each individual button in that row/column.
- **Swap Functionality:** When turned off, the left switch advances the scanning, and the right switch selects the button. When turned on, the actions are reversed.
- **Resume From Current Location:** The scan will resume from the last Communication Location selected, when OFF, scan will start back at the top of the page.
- **Attainment Switch Settings:** Set the images for the switch when using the Attainment Switch app on another iOS device.



Express Page Settings

- **Create New Pages as Express Pages:** When turned on, every new page you create will be an Express page. When turned off, a Standard page will be created.
- **Combine TTS Items When Speaking:** When turned on, a series of Text-to-Speech messages will be read as a single sentence. When turned off, the series will be read word by word.
- **Combine as Word Fragments:** When turned on, a series of single letters will be read together to form a word. When turned off, the sounds of the letters will be spoken.
- **Right to Left Accumulation:** For use with languages that read right to left instead of left to right.
- **Play When Adding:** Plays the Action when added to the express bar, as well as when the expression in played.

Video Buttons

- **Alternate Interface:** When playing a video, the alternate interface will show only an exit button and a play button.
- **Trim Videos:** This option allows you to use only a selected portion instead of the entire video.

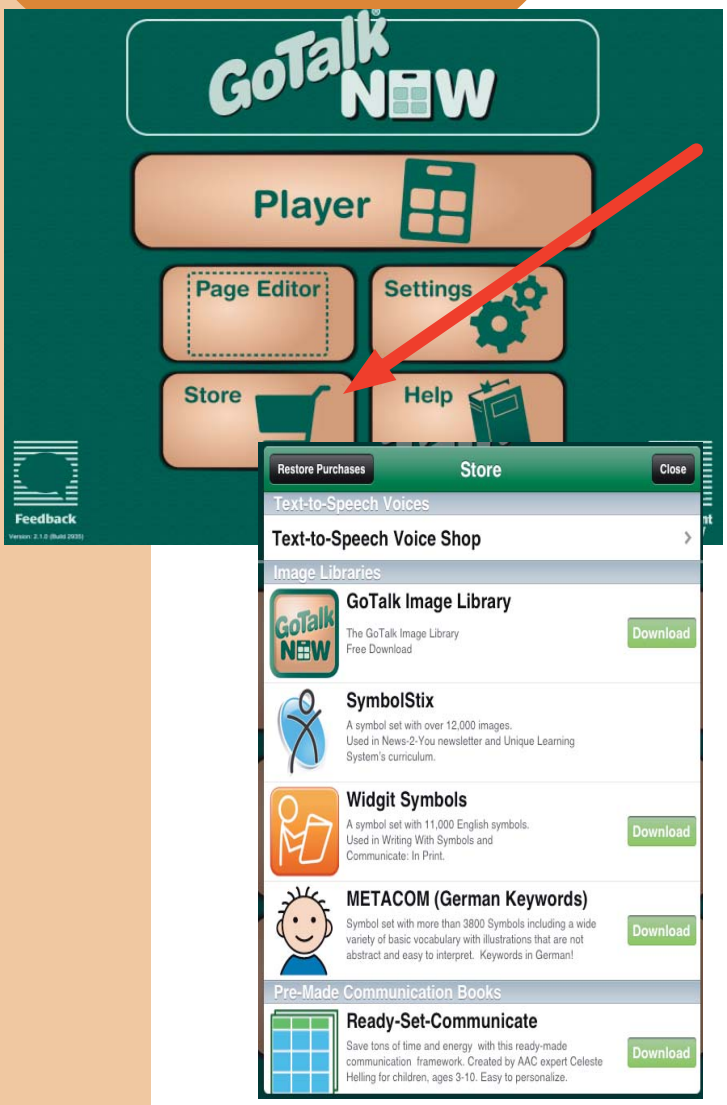
Administrative

- **Go to Main Menu on Next Startup:** If you forget the passcode, you can enter the GoTalk NOW settings through the iPad settings and turn on this option. The next time the app is opened, it will open to the Main Menu, but only the very next time.

Experimental Features

- **URL Buttons:** This option determines whether you can use URL links on buttons.
- **Hide All Images:** All buttons will contain only text, no images.
- **Show Touches When External Display Connected:** Useful for Webinar purposes, this feature enables watchers to see where the iPad screen is being pressed.

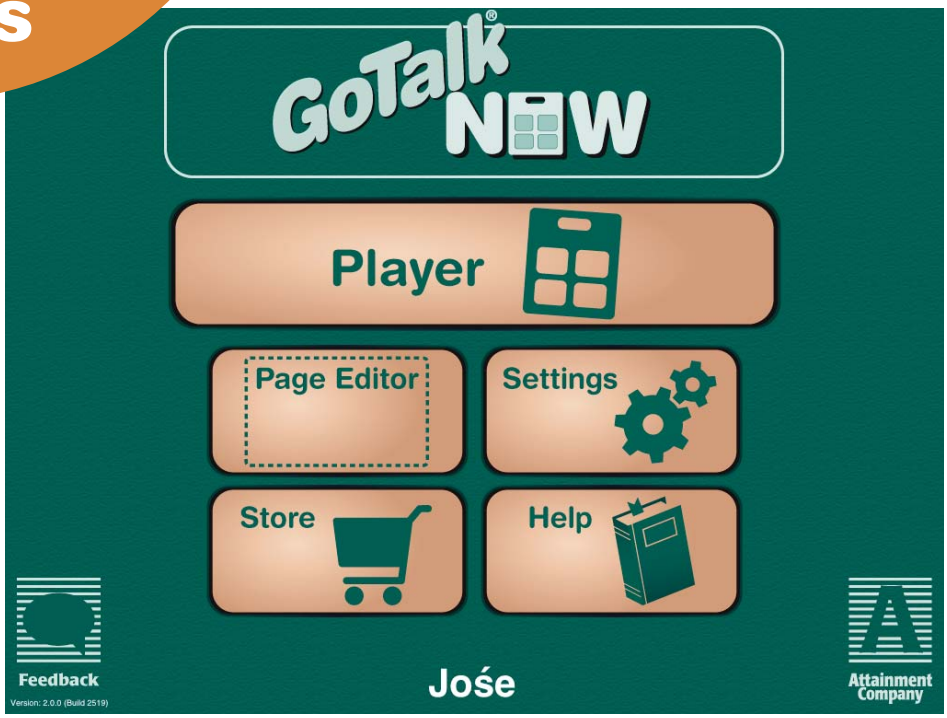
Store



The **Store** carries different symbol sets that are available for use in the GoTalk NOW. The **GoTalk Image Library** is a free download; **SymbolStix** and **Widgit** are available as In-App purchases. Press the price tag associated with the symbol set to make a purchase.

- SymbolStix: This symbol set, with over 12,000 images, was designed by N2Y for use in their Internet weekly newspaper, News2You, and its online curriculum, Unique Learning Systems. Generic activities and persons are depicted as lively stick figures—stick figures with attitude.
- Widgit: This symbol set, with over 11,000 images, features simply drawn, colorful symbols that each illustrate a single concept in a clear, concise way. They cover a range of topics wide enough to make them suitable for symbol users of all ages.
- METACOM (German Keywords): Symbol set with more than 3800 Symbols including a wide variety of basic vocabulary with illustrations that are not abstract and easy to interpret. Keywords are in German!
- Ready-Set-Communicate: Save tons of time and energy with this ready-made communication framework. Created by AAC expert Celeste Helling for children, ages 3-10. Easy to personalize.

Managing Communication Books



A **Communication Book** is a collection of Communication Pages. Create and store Books for multiple communicators or many Books for a single communicator. There are no limits to the number of users Pages for a Book or the number of users Books you can create.

You can share Books with any iPad that has GoTalk NOW installed, or back them up to any Mac or PC computer that has the free helper app installed. Your iPad and the partnered device must be connected to the same WiFi network to share and back up.

Creating Multiple Books

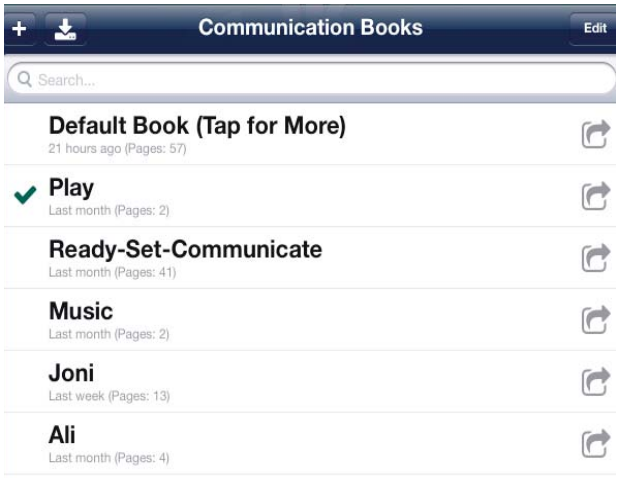
The title of the Communication Book currently active appears at the bottom of the Home screen.

Press the title to open the Communication Books tab. This tab lists all the Books created and includes options to **Edit, Rename,** and **Create New Books.** If multiple Books are listed, a check mark indicates the active Book. Press any Book title to make it active. The active Book appears in the Page Editor and Player.

Creating Multiple Books

The title of the Communication Book currently active appears at the bottom of the Home screen.

➡ **Note:** The Default title is automatically given to your first Communication Book.



Press the title to open the Communication Books tab. This tab lists all the Books created and includes options to **Edit, Rename, Duplcate, Backup** and **Create New Books.** If multiple Books are listed, a check mark indicates the active Book. Press any Book title to make it active. The active Book appears in the Page Editor and Player. Press the options button to the left of the Communication Book name to **Delete, Rename, Duplicate, Back Up or Export a PDF** for the given Book.

Duplicating Communication Books

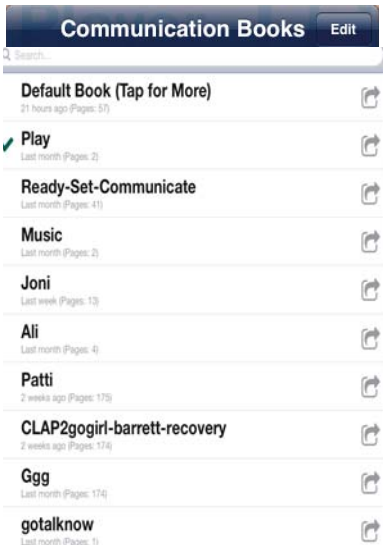
Press the title to open the Communication Books tab. Select **Duplicate** under the Communication Book you want to create a copy of.

Create a new name for this Communication Book and select Duplicate.

Sharing via WiFi

When two iPads with GoTalk NOW are on the same WiFi network, Communication Books can be shared between them.

1. Press the active book title to open the Communication Books tab. Select a Book to share by pressing its title.
   The Book you want to share should be active and have a check mark next to it.



2. Press **GoTalk NOW** to begin Broadcasting.

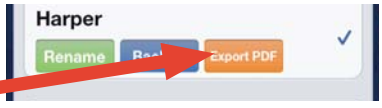
3. On the partner iPad, open the Communication Books tab by pressing the active Book title.
4. Press **Pull** icon**.**

5. Select the Book to Pull.
6. Name the Book, and press **Pull.**
7. Wait for the Book to transfer.

The process is complete when the shared Book appears in the Communication Books tab as the active Book.

Exporting PDF

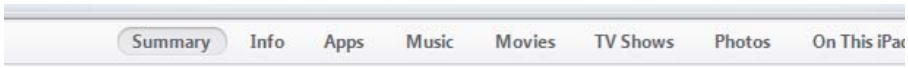
GoTalk NOW can export a PDF of a Communication Book. Open the Communication Books tab. Press to select the Book you want to export, and an Export PDF button will appear alongside it. Then, press the Export PDF button to open an email a link to access the PDF.



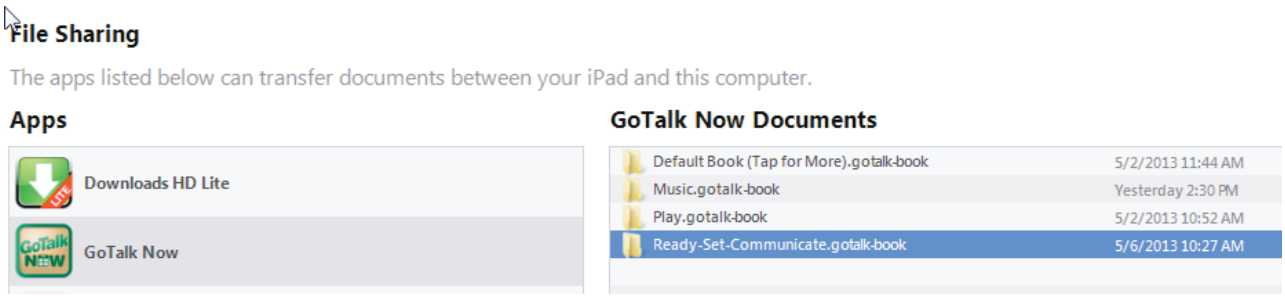
File Sharing Using iTunes

1. Plug the iPad into your Computer using the USB port.
2. Open iTunes on the Computer.
3. Select your iPad.

4. Open your apps by clicking on Apps near the top of the page



5. Find the GoTalk NOW app icon under the list of your Apps, under file sharing, and click on it.
6. Click and Drag the Communicatino Book folder on to your desktop, or another created folder to create a backup of the Communication Book.



Restore a Backup

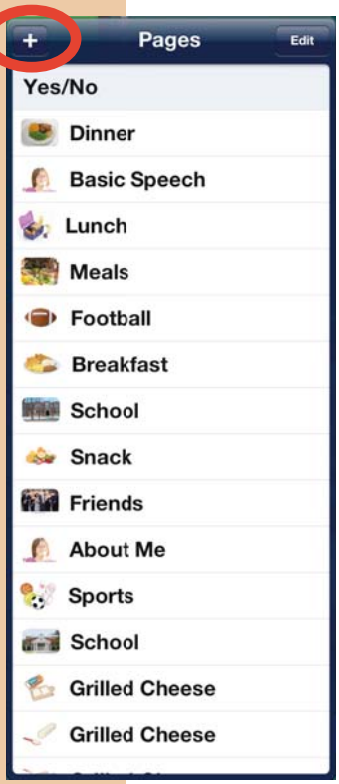
1. Plug the iPad into your Computer using the USB port.
2. Open iTunes on the Computer.
3. Select your iPad.
4. Open your apps by clicking on Apps near the top of the page
5. Find the GoTalk NOW app icon under the list of your Apps, under file sharing, and click on it.
6. Right click on the Communication Book folder on your computer and compress/zip the folder.

   Mac - Compress

   WIndows - Send to > Compressed (Zipped)
7. Click and Drag a backed up Communication Book's (zipped) folder into the GoTalk NOW Documents in your iTunes.

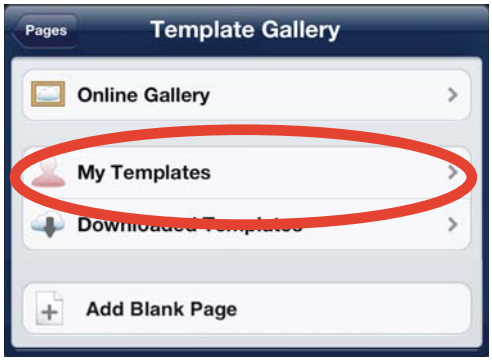
Templates

A **Template** is a collection of up to 5 Communication Pages that can be shared between Communication Books on an iPad or with other iPads using GoTalk NOW.

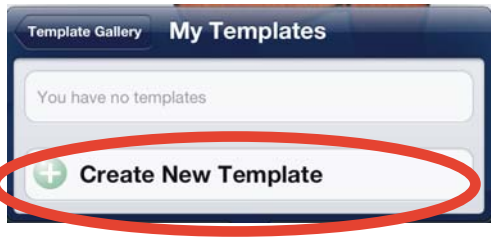


Creating a Template

In the Page Editor, press the **Pages** button (located to the right of the Page Label) to open the **Pages** tab. Press the plus sign (**+**) to open the **Template Gallery** tab. Press **My Templates** to create a new template or to view previously created templates.



To create a new template, press **Create New Template.**

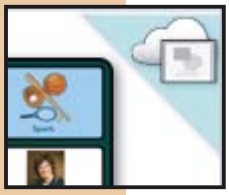


The New Template tab opens with the following options:

- **Name:** This is the name of your template.
- **Description:** The information in this section will explain to others what your template is used for and will include searchable terms.

- **Author:** This is the person who created the template. The author's name will continue to appear in the **My Templates** list.
- **Pages:** Press **Set** to open a window listing all Pages in the Book. Select and press up to 5 Pages to add to the template. Note: If a page is linked to another page, both pages must be added for the action to work.
- **Screenshot:** Choose which of the Pages will show as the template icon.

Press **Create** when finished.

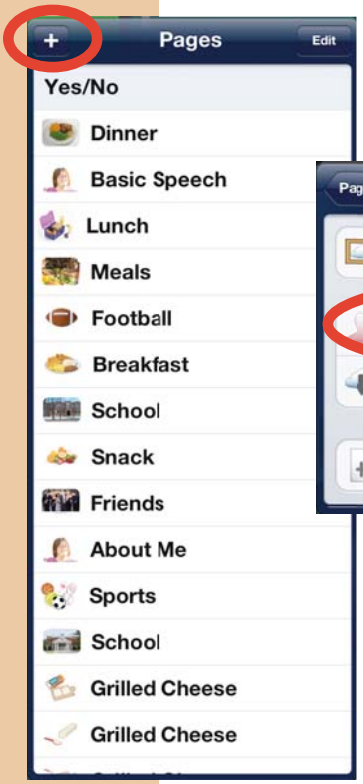


When a template has been shared in a gallery, an image appears in the upper right hand corner. An image of a cloud with an picture frame means this template has been shared with the Public Gallery.

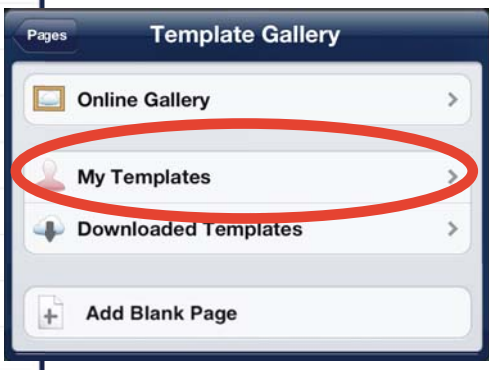
An image of a cloud with a lock means the template has been shared with a Private Gallery.

Sharing via Email

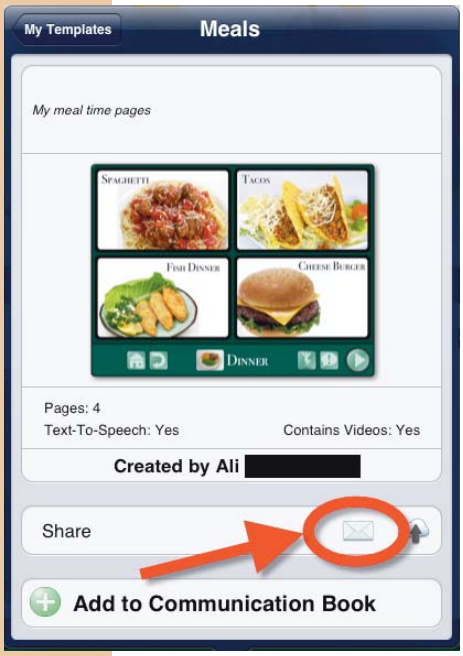
In the Page Editor, press the **Pages** button (located to the right of the Page Label).



Press the plus sign (**+**) to open the **Template Gallery** tab and **My Templates** to view templates.

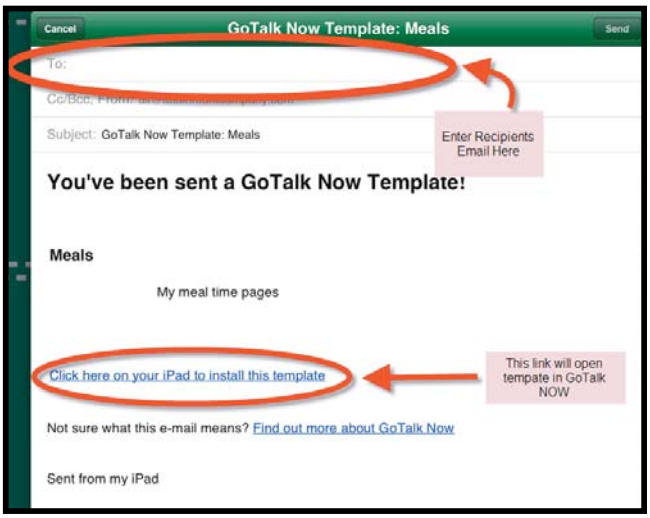


Press the title or icon of the template you want to share.



Press the envelope icon in the **Share** bar to send a template via email.

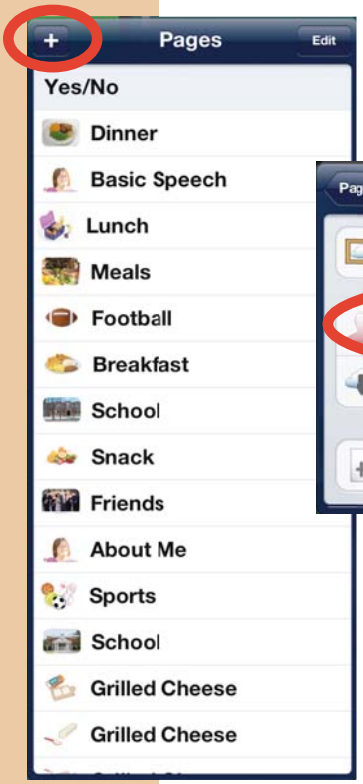
An email window will open with a link to install the template.



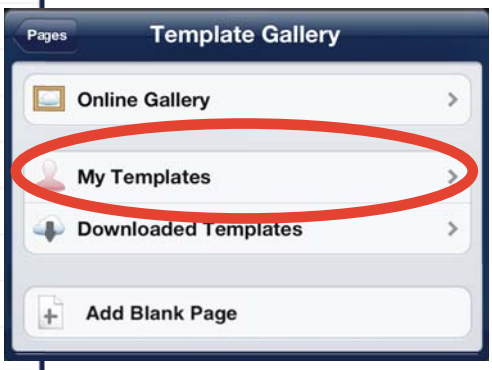
Sharing
Using Online Template Gallery

Private Gallery

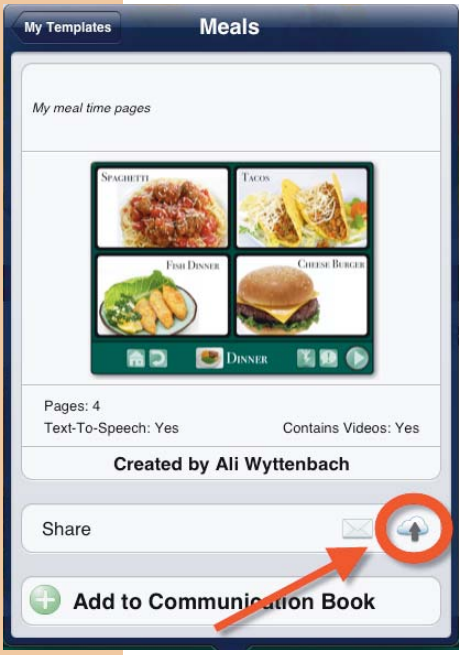
In the Page Editor, press the **Pages** button (located to the right of the Page Label).



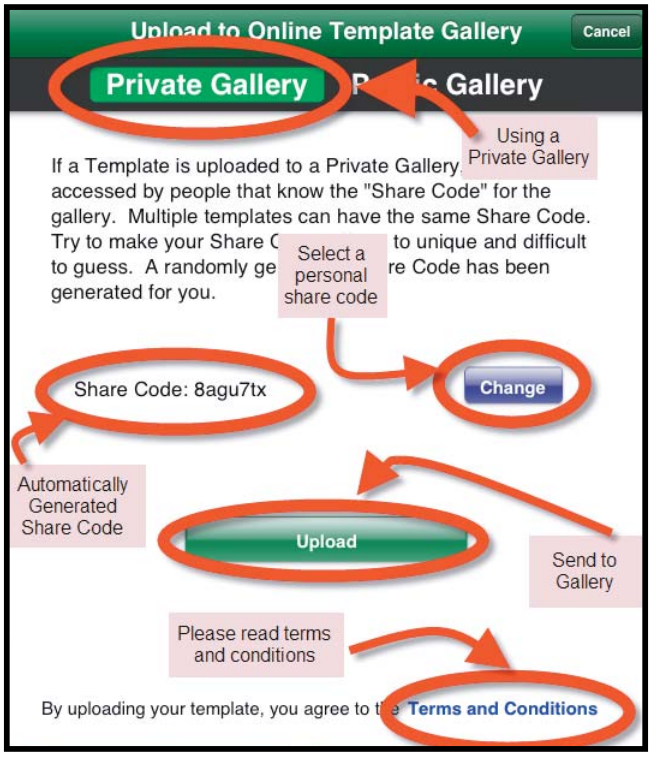
Press the plus sign (**+**) to open the **Template Gallery** tab and **My Templates** to view templates.



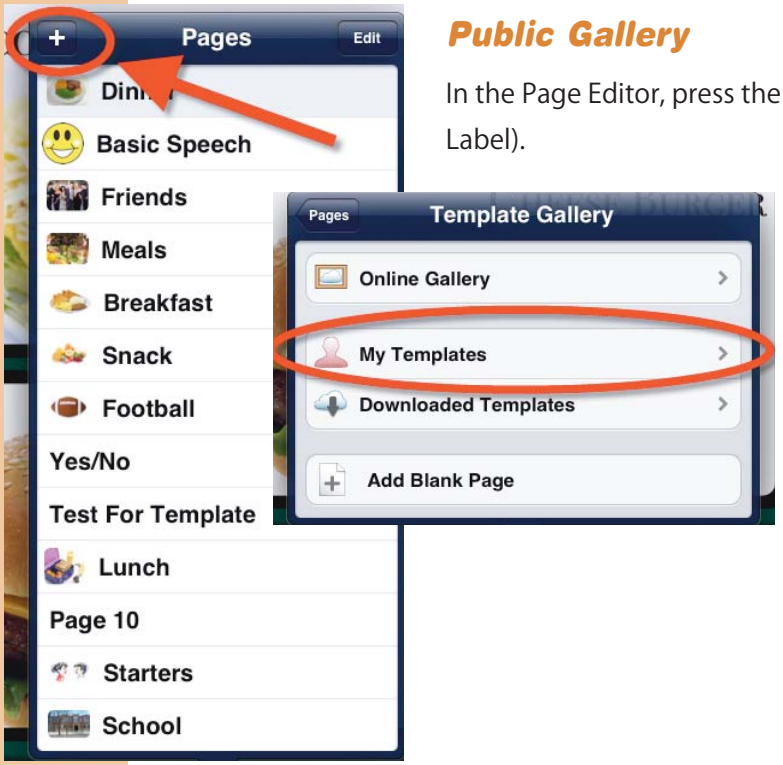
Press the title or icon of the template you want to share.



Press the cloud icon in the **Share** bar.



The **Upload to Online Template Gallery** window will open. When **Private Gallery** is selected, only those who have the Share Code can access the templates. A randomly generated Share Code is automatically created, but you can change it. Try to make the Share Code easy to recall yet unique or difficult to guess.

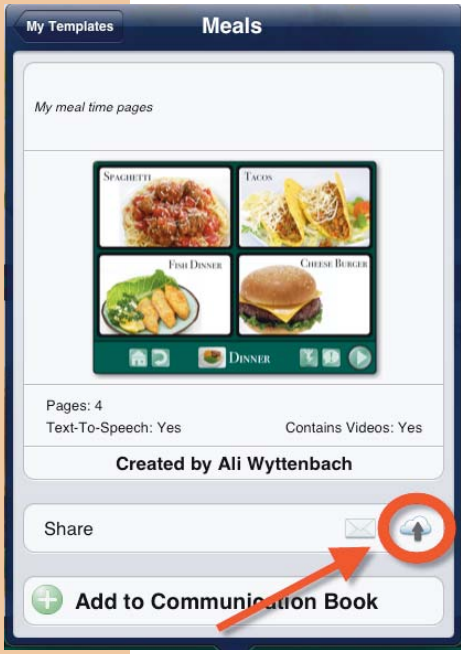


Public Gallery

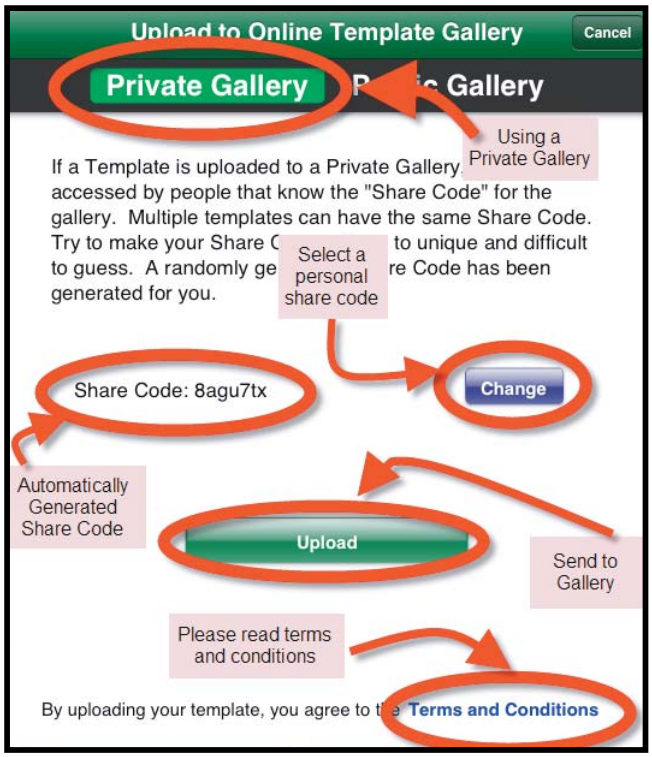
In the Page Editor, press the **Pages** button (located to the right of the Page Label).

Press the plus sign (**+**) to open the **Template Gallery** tab and **My Templates** to view templates.

Press the title or icon of the template you want to share.



Press the cloud icon in the **Share** bar.

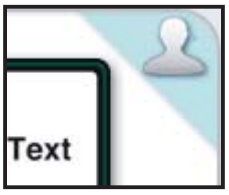


A template uploaded to the **Public Gallery** can be downloaded by anyone with GoTalk NOW. Press **Change** to select the categories to which you want to add the template. A template can be added to multiple categories. No category is selected by default.

➡ **Note:** You cannot remove a template added to the Public Gallery.

One of three icons appears in the upper right hand corner of templates in the **Public Gallery.**

A yellow star means this template is featured by Attainment Company, Inc.



A silhouette of a person means this is one of your templates.

A cloud with a red background means this template has been downloaded.

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Project Programmer
Barrett Jacobsen

Quality Assurance
Alison Wyttenbach

Interface Graphics
Heidi Barnhill
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Doug Graham	Don Bastian
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Enormego Cocoa Helpers	Enormego
SBTableAlert	Simon Blommegård
InAppSettingsKit	Luc Vandal and Ortwin Gentz
CMPopTipView	Chris Miles
Asi-Http-Request	All-Seeing Interactive
SDWebImage	Olivier Poitrey
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